



LEYTE STATE UNIVERSITY

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Office of the President

23 September 2005

MEMORANDUM NO. 253

Series of 2005

T O: Dr. Rotacio S. Gravoso - Chairperson
Dr. Dolores L. Alcober - Member
Dr. Tomas J. Fernandez, Jr. - Member
Dr. Remberto A. Patindol - Member
Dr. Lualhati M. Noriel - Member
Prof. Efren B. Saz - Member
Dr. Perfecto U. Bartolini - Member

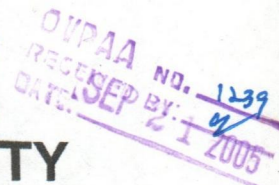
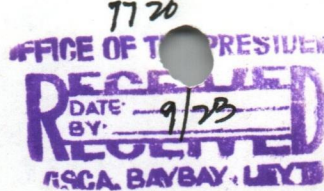
R E: Reconstitution of the University Instructional Materials Review Committee (UIMRC)

By virtue of the authority vested in me by the LSU Board of Regents and as recommended by the Director for Curriculum and Instruction, the University Instructional Materials Review Committee (UIMRC) is hereby reconstituted with Dr. Rotacio S. Gravoso as Chairperson and the rest as members effective immediately until December 31, 2007 or unless sooner revoked or terminated by higher authorities. The committee is tasked to review the instructional materials submitted by faculty members with regard to format, style and grammar before final printing and reproduction.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: OVPAA - or 10/05
ODCI - or 10/05
Dr. R. M. Gapasin - Frank
Prof. E. G. Cagasan - Frank
Records
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LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte
6521 Philippines

Office of the Curriculum
and Instruction

September 15, 2005

Dr. Paciencia P. Milan
President, Leyte State University
Visca, Baybay, Leyte

Thru: Dr. Jose L. Bacusmo
Vice President for Academic Affairs

Dear Madam President:

In view of the desire of Dr. Dolores L. Alcober to be relieved as Chairman of the **University Instructional Materials Review Committee (UIMRC)**, the study leave of Prof. Editha G. Gagasán and sabbatical leave of Dr. Ruben M. Gapasin, I would like to suggest the reconstitution of the UIMRC.

The following faculty members are recommended:

- | | | |
|--------------------------------|---|----------|
| 1. Dr. Rotacio S. Gravoso | - | Chairman |
| 2. Dr. Dolores L. Alcober | - | Member |
| 3. Dr. Tomas J. Fernandez, Jr. | - | Member |
| 4. Dr. Remberto A. Patindol | - | Member |
| 5. Dr. Lualhati M. Noriel | - | Member |
| 6. Prof. Efren B. Saz | - | Member |
| 7. Dr. Perfecto U. Bartolini | - | Member |

The committee is tasked to review the instructional materials submitted by faculty members with regards to format, style, grammar and etc. before submission to this office for final review and endorsement to the higher authority.

Thank you and may this request merit your kind approval.

Very truly yours,

EDGARDO E. TULIN
Director

cc: Dr. D. L. Alcober
File

Approved:

PACIENCIA P. MILAN
President

RECOMMENDING APPROVAL

JOSE L. BACUSMO
VICE-PRES. FOR ACADEMIC AFFAIRS